

# Technology Advisory Council (TAC)

## July 10, 2019 Meeting Minutes

**Attendees:** Courtney Bentley, Tiffany Wang, James Pope, Cassie Raulston, Amanda Fox, Kira Thomas, Wesley Hallman, Kris Mascetti, Craig Gray, Lisa Brown, Brian Prady, Charlotte Ford, Josh Miller, Victoria Long, Deborah Braswell,

**Non-attendees:** Brendan Beal, Tim Nash, Susan Hayes

- I. **\*Minutes from 5/16/19 TAC meeting approved.**
- II. **Old Business**
  - a. \*TAC Bylaws review – approved with edits.
  - b. IS&T: Policy 01:011 – Information Technology Security Program review and discussion – Craig Gray. Craig reviewed changes and offered discussion.
  - c. IS&T: Change Management Policy review and discussion – Kris Mascetti. This will be posted on the IS&T webpage.
- III. **New Business**
  - a. TAC representative for Print Committee –Cassie Raulston. Cassie shared that Susan Hayes will serve as the TAC representative for the Print Committee.
  - b. TAC Meeting discussion and recommendations for 2019-2020 – Amanda Fox and Cassie Raulston advised the survey would be sent to determine the best times for future TAC Meetings. The survey should be completed by 7/17/19.
- IV. **Subcommittee Reports and Actions**
  - a. Academic Support – Lisa Brown
    - The rooms scheduled for updates are underway. Bloch 202 is finished and the other three are being updated and scheduled to be finished fall 2019.
    - Comer 204 will also receive a standard upgrade. The auditorium is receiving an upgraded projector and screen.
    - Lisa is pulling classroom data from Argos in the fall. It will still need to go to the departments and Classroom Prioritization Committee. She hopes to bring it to TAC in November.
  - b. Digital Communications – Courtney Bentley and Kira Thomas
    - Athletic access to emails – motion approved.
    - An update of how to handle travel rosters will be revisited and proposed at the next meeting.
    - A survey will go out in October pertaining to Vallo Voice.
    - Campus interviews for the Web Content Specialist position will be July 11, 2019.
  - c. Executive – Amanda Fox and Cassie Raulston. Amanda shared the new student representative’s names: SGA - Kelly Garrett and Residential - Lanie Bell.
  - d. Policy and Procedures –Brian Prady will be the new chair for this committee
  - e. Projects and Planning – Kris Mascetti
    - i. Victoria Long
      - A list of all projects can be found on the IS&T webpage.

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- Several projects have wrapped up. One of the largest of the summer is the computer refresh deployment, 1564 hours. All computers have been distributed and old computers returned to lessee.
- Digital Signage project is waiting on student life to finish up.
- James asked about the Duo System Pilot. Victoria reassured him that it will begin soon.

### f. University Operations

- i. Falcon Print update – Craig Gray. Craig shared a Falcon Print update and explained the communication error with Stewart. Card swipes should not be turned on yet. Our system has not been configured yet and we are still gathering data.

Discussions took place in regards to Falcon Printing including:

- An implementation schedule will be published.
- A \$15 stipend has been added to student accounts per semester so they can print for “free” (this is comparable to approximately 3 reams of paper).
- There will be printers in all residence halls and other common areas.

**Next meeting (Merrill Room) August 15, 2019 @11:00AM**

**Respectfully,  
Susan Hayes, TAC Secretary**